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COLCHESTER BOARD OF EDUCATION
Ad Hoc Budget Committee Meeting

Friday, December 6, 2024
1:30 PM
Board of Education Central Office

MINUTES

BOARD MEMBERS PRESENT : Chris Rivers, Margo Gignac and Stefanie Tracey-Calash

ADMINISTRATION PRESENT : Superintendent Daniel P. Sullivan

OTHERS PRESENT : Executive Assistant to the Superintendent Alyssa Fratoni

1. **MEETING OPENING**
   1.1. Call to Order
   M. Gignac called the meeting to order at 1:48 PM

   1.2 Roll Call
   All present

2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Bylaw on Meeting Conduct
   No Public Comment

3. ***CONSENT AGENDA**
   3.1. *Approval of Ad Hoc Budget Committee Meeting Minutes of November 18, 2024
   Motion by: C. Rivers
   Motion to approve minutes as presented.
   Second: S. Tracey-Calash
   Roll Call: All in favor
   Vote: Motion carried

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   4.1. *Discussion and Possible Action on Policy Review from Policy Committee
   The Committee reviewed Policies 3000 *Concept and Roles in Business & Non Instructional Operations*, 3100 *Budgeting System*, 3110 *Budget Planning,* 3113 *Setting Budget Priorities* and 3120 *Preparation of Budget Document* as well as the Shipman versions of the Policies. C. Rivers will look more in depth and bring possible edits to the next scheduled Ad Hoc Committee meeting.

4.2. *Discussion and Possible Action on Budget Timeline
The Committee discussed the timeline and processes.

4.3. Next Steps and Next Meeting
M. Gignac will reach out to the new Board of Finance Chair, Karen Belding, as well as the First Selectman Bernie Dennler.
Next Meeting is scheduled for Friday, December 13, 2024 at 8:40AM

5. ADJOURNMENT

Motion by: C. Rivers
Motion to adjourn.
Second: S. Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

M. Gignac adjourned the meeting at 2:33 PM

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent